

Statewide Independent Living Council

Meeting Minutes

July 24, 2013

Bismarck – State Office

Call to Order: Dennis Lyon called the meeting to order at 1:10 at the VR State Office in Bismarck.

Roll Call: SILC Members Present: Dennis Lyon, Sandra Koffler, Trevor Vannett (for the first hour), Rod Gillund, Scott Burlingame, Peter Yung, Melvin Erdmann, Erik Williamson, and Jen Schill.

SILC Members Absent: Joan Ehrhardt, Nate Aalgaard, Emma Kotzer, Diane Secaniek, Jamie Hall and Larry Thiele.

Others Present: Russ Cusack, DSU; Helen Baumgartner, DSU; Royce Schultze, CIL Director & Patty Wanner, DSU

Approval of Minutes: Motion by Rod to approve the May minutes, seconded by Jen. Motion passed.

Correspondence: Dennis received an email from LaRae at Options informing him that Corey, an Options staff member, has received training on the ADA and would like to share this information with the SILC. Before Dennis responds to LaRae, he will check with Larry Thiele and a member from the Devils Lake outreach office to see if there is other training from the Spirit Lake area that can be scheduled for the November meeting as we will be there for that meeting. If time allows, Corey will also be scheduled for November. If Corey does the training, Dennis will invite other tribal council members, the 121 Project staff and the Options Devils Lake staff to attend to the ADA training.

Treasurer's Report: Melvin developed a spreadsheet of the expenses from the May SILC meeting. This was shared with the council. The final Treasurer's Report from Lynn Derman is also attached.

Committee Assignments: Dennis assigned all members of the SILC to one of three committees.

Committee Breakout Meetings: Committees met for 30 minutes.

Committee Reports:

Internal Affairs: Dennis reported we are working on the revisions to the SPIL requested by RSA.

Governance: There are now 15 members on the SILC. Need a Minot representative. This person needs to have a disability in order to meet the 51% ratio. There has been a staff change at the Governor's Office. Nicole has been replaced by Amanda Godfried.

External Affairs: The committee will start sending out press releases when new members are appointed to the Council and when Centers open new outreach offices. Patty Wanner will assist with this. Rather than producing a booklet as a Report to the Governor, the committee will start with a letter informing the Governor of what has been accomplished during the year. This will be done early in the year, after the 704 reports have been completed.

State Rehabilitation Council Meeting: Dennis appointed Rod to continue as the SILC representative on the SRC. Rod reported at the April SRC meeting, committees were condensed to three committees. Russ spoke on the OOS process. Rod shared the SILCs process of getting members appointed to the Council in order to help the SRC increase their membership. The low response rate to the Client Satisfaction Surveys affects the resulting satisfaction percentages. Lynn Derman gave a budget update. SRC members are taking online training courses. The joint SRC/SILC meeting was discussed.

Director's Reports: Dennis reported for Options in Randy's absence. Report attached.

Royce reported for Dakota. Report attached. Royce also reported that the biggest barrier to successful MFP transitions is housing and finding services in rural communities. Work on having accessible taxi services in Bismarck may become a reality soon.

Scott reported that Independence did a CIL to CIL peer mentoring with Missoula, MT. The Youth Transition Program will be for 12 weeks. Will be opening an outreach office in Bottineau on September 1st. The office will be set up before staff will be hired. There is space for two offices and a conference room. There were 154 people in attendance at the Independence picnic. Awards were handed out. Staff is getting busier with MFP. There are issues with housing for MFP transitions. Scott is in the hiring process to fill a position for a Program Director for. There is a social work intern at Independence; there will also be another one later. Independence is part of a disaster response team as a result of the flood. The team had a mock plane crash involving a person in a wheelchair and had a search for a lost person who was deaf. Over 200 people attended the Disability Awareness Day at the Air Force Base. An Independence staff member is on the IPAT Consumer Advisor Committee. Two people were added to the Board of Directors. There are now seven with two more positions to fill. Working on a lab for people to come for assistance with technology. Scott is learning the iPad and all it can do to help people become more independent.

Nate: No Report

SILC Mailbox: Helen informed the Council that the SILC mailbox has expired. Rod made a motion to have the SILC address changed to the State Office address and not pay for a mailbox at the Post Office, seconded by Erik. Motion carried.

NCIL Membership: Rod made a motion to pay NCIL dues, seconded by Erik. Motion carried.

Honorariums: Dennis read a policy on reimbursement of expenses for SILC members. This included expenses when representing the SILC, out of state travel and honorariums. This policy is attached. Royce asked if a person who is not on the SILC is asked to do work on a committee would get reimbursed at state rate. Lynn Derman was called into the meeting to answer this question. Lynn stated as long as the SILC approved this person to do the work and agreed to reimburse the person, the expenses can be reimbursed.

National Conference Attendance: Dennis appointed Diane, as Vice President, to attend the APRIL Conference in Tulsa, OK from Oct 26th – 28th. If a SILC member is interested in volunteering as an alternate, they should let Dennis know. Dennis will be attending the SILC Congress meeting in San Diego in January. If a SILC member is interested in volunteering to be an alternate, they should let Dennis know. Those who attend National Conferences are expected to bring back information to the SILC on what was presented there.

VR Conference: The conference will be held Oct 9th – 11th in Bismarck at the Ramkota Inn. Rod made a motion allowing members of the SILC to attend the VR Conference at the expense of the SILC, seconded by Scott. Motion passed

Committee Work plans: Work plans for each committee are due by Oct 1st. Please send to Helen.

704 Report: Dennis will appoint an ad hoc committee to work on the 704 Report. This committee will meet in Spirit Lake the morning of the SILC meeting in November to work on the report.

Adjournment: The meeting adjourned at 4:50.

Statewide Independent Living Council - State Rehabilitation Council

Joint Meeting Minutes

July 25, 2013

Bismarck – State Office

Call to Order: Dennis Lyon called the meeting to order at 9:05 with an introduction of himself as chair of the SILC and Scott Burlingame as chair of the SRC.

Roll Call: SILC Members Present: Dennis Lyon, Sandra Koffler, Larry Thiele, Rod Gillund, Scott Burlingame, Peter Yung, Melvin Erdmann, Erik Williamson, Jamie Hall and Jen Schill.

SILC Members Absent: Joan Ehrhardt, Trevor Vannett, Diane Secaniek, Emma Kotzer and Nate Aalgaard

Others Present: Russ Cusack, DSU; Helen Baumgartner, DSU; Royce Schultze, CIL Director, Patty Wanner, DSU, Robyn Throlson, Cheryl Wescott Wetsch.

SRC Members Present: Scott Burlingame, Don Brunette, Kelly Smeltzer, Pat Anderson, Rod Gillund, Vickay Gross, Donene Feist – by phone, Russ Cusack and Deb Carlson.

CIL Services: Royce and Scott shared the services that are mandated by the federal regulations which each CIL provides. Each CIL is a private, locally controlled organization, with four main offices located across the state with outreach offices. Each has its own board of directors, with at least 51% of its members being people with a disability. Scott, Royce and Dennis shared some of the areas that each main office specializes in and some of the activities accomplished in the past 3 months to give the SILC and SRC members an idea of what services the CILs can provide.

Vocational Rehabilitation Services: Tom Schiwal presented on the services that VR provides to people with disabilities who are seeking assistance with employment. He also shared how VR partners with businesses to assist them in employing people with disabilities.

Robyn Throlson explained the Order of Selection process; how people get onto the wait list, how they come off the wait list and the priority categories all clients are placed in. She also shared the projected timeframe of when all clients in each disability category may be off the wait list. Robyn explained the services VR Counselors can provide to clients who are on the wait list and services that cannot be provided.

Cheryl Wescott gave an overview of CMT. (Cognitive Motivational Tools/Techniques)

Kate Milner, a CMT Consultant in the Bismarck VR Regional Office, shared an example of a case scenario she worked with, demonstrating how CMT works.

Duties and responsibilities of the SILC/SRC: Dennis and Scott shared a hand out of the duties and responsibilities of their Council and asked everyone to ask any questions they may have regarding each Councils list of duties and responsibilities.

Adjournment: Rod made a motion to adjourn the meeting. Meeting was adjourned at 12:10.

Robert's Rules of Order Training

Jane from KAT Communications presented on Robert's Rules of Order to the SILC, SRC and DDC from 1:00 – 3:00.